



**City of Rockford**

**ROCKFORD POLICE DEPARTMENT**

Daniel G. O'Shea, Chief of Police

## **RULES AND GUIDELINES FOR CITIZEN RIDE-ALONG PARTICIPANTS**

1. All participants in the citizen Ride-Along Program must complete an application and waiver of liability form.
2. Approval will be made by the Assistant Deputy Chief of Administration or designee. The applicant will be notified by telephone, email or mail that the application has been approved or denied. If approved, the Assistant Deputy Chief of Administration will forward the applicant's information to the respective District Commander for scheduling the date and time to ride-along.
3. Scheduling will be made by the respective District Commander or designee. The applicant will be notified by telephone, email or mail confirming the date and time to ride-along.
4. Participants must present a valid picture ID to the Officer in Charge or Acting Officer in Charge at the respective District Station, Patrol Office, when reporting to participate in the program.
5. Because of the potential for police activity to escalate to a dangerous level, all participants will obey the directions and instructions of the officer they are assigned to. Participants will not be taken to a scene where there is potential for a clear and present danger to them. Under these circumstances, participants understand that the officer may drop them off at a safe, public location, to be picked up later by the assigned officer, or arrangements made for them to be picked up.
6. No video, photographic, audio, or recording devices of any kind are permitted unless directly approved by the Assistant Deputy Chief of Administration.
7. Cell phone usage, to include texting and social media use, is prohibited during the ride-along.

8. Posting information about the ride-along on any social media outlet is prohibited.
9. Participants are prohibited from carrying any weapons during the ride-along duration. You are instructed to remove and secure any knives or other types of weapons from your person before reporting for your scheduled ride-along.
10. In order to participate in the Ride-Along Program, you must:
  - a. Be at least 16 sixteen years of age and have parental permission.
  - b. Authorize a criminal history/background check be conducted and successfully pass the criminal/background check.
11. **DO NOT** interfere in any way with the officer's handling of a situation. You may assist an officer if and only if, the officer asks for your help. Questions may be asked of a situation but only after it has been completed and the officer has left the scene.
12. Participants are not permitted to enter a private residence without the consent of the owner or occupant.
13. Citizens will be permitted to apply for and participate in the Ride-Along Program a maximum of two (2) times in a calendar year.
14. Participants are expected to be neat and clean in appearance. Business casual attire should be worn. Males should wear a collared shirt and casual/dress slacks. Females should wear appropriate business casual shirts and casual/dress slacks. Please no blue jeans, tee shirts, shorts, miniskirts, sweat pants, jogging attire, shirts with offensive design or language, or attire with any sports insignia or logos will be worn and are grounds for being denied participation. The above list is meant as a guideline only. Proper attire is at the discretion of the Officer in Charge or Acting Officer in Charge.
15. The Officer in Charge or Acting Officer in Charge may cancel your participation in the Ride-Along Program if your conduct, mental wellbeing, or attire is determined not to be in your best interests or the best interest of the Department.

**16.** Ride-Along participants shall acknowledge that the information they may learn during their ride-along experience is privileged information. That information is confidential and should not be published in any way.

**17.** Participants will take a blank Participants Evaluation Form with them when they begin the Ride-Along Program. At the end of their ride-along, they will fill out the form and give it to the officer they rode with.

Upon approval of your application, you will receive a telephone call, email, or notice in the mail. If you receive a notice in the mail bring the notice with you when you report for your ride-along.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_